

NEWBURY TWIN TOWN ASSOCIATION

2002 Working Party

Minutes of a Meeting held at the Mayor's Parlour, Town Hall, Newbury on 28 June 2001

Present: Mr W J Turner (Chairman), Cllr C Hillman (President), Mesdames J B James, Cllr Mrs B Peel, J E Turner, and M Wallace-Sims, and Mr J Johnston.

Apologies for absence were received from Mesdames Anfield, and Lewis.

The Chairman welcomed Mrs Peel appointed by Newbury Town Council, and made introductions. He explained that he and Mr Johnston were acting Town Secretaries for Eeklo and Bagnols-sur-Cèze respectively, and the post of Hon Secretary remained unfilled. Initially, the strength of Working Party would be kept to a minimum. As and when the Officer posts were filled, they would join the Working Party. Additional members could be co-opted when needs arose.

1. Working Party Appointments: RESOLVED that

- (a) Mrs J E Turner be appointed Secretary to the Working Party;
- (b) Mrs J B James be appointed Accommodation Organiser.

2. Terms of Reference: The Chairman explained that the draft circulated with the Agenda was an updated version of those with which the 1995 Working Party had operated. **RESOLVED** that the draft be approved for submission to the Committee of the Association.

3. Finance: The Hon Treasurer circulated, copy filed with these Minutes, an annotated copy of the final Accounts for the 1995 Reunion, and explained the salient points. As at 28 June 2001, the balance held by the Association available for the 2002 Reunion was approximately £6,600, which included £1500 from the Town Council. To that would be added a further £250 from the subvention from the Town Council for 2001, when received. He would report the effect of the Working Party's proposals when they were costed.

4. Invitations : The Chairman explained that the practice in the past had been to invite the same number of foreign guests from each Twin Town and a smaller number from the associated towns, except on those occasions when a special event was being held. In 2002, continuation of that practice predicated a much larger contingent from Feltre for the twinning ceremony, with a slightly smaller contingent from Eeklo for the 25th Anniversary celebration. The Italians would probably want to bring their Flag wavers, and should not be discouraged from doing so. The numbers selected for towns twinned with Newbury should in each case include the Mayor and spouse, and coach driver (if any). Against that background, it was **RECOMMENDED** that

(a) the maximum number of invitations issued by the Association to overseas guests be a maximum of 120, with flexibility within that number;

(b) the provisional allocations be as follows:

(i) Feltre (including Flag wavers):	50
(ii) Eeklo:	20
(iii) Braunfels and Bagnols-sur-Cèze: 15 each	30
(iv) Carcaixent*, Kiskunfélegyháza*, and Rohrmoos-Untertal*: 5 each	15
(v) The European Commissioner responsible for Town Twinning affairs:	<u>1</u>
	<u>116</u>

* No subvention from the EC will be payable.

To these should be added the Member of the European Parliament for the local Constituency, and other local dignitaries.

5. **Provisional Programme and Theme :** (a) The provisional Programme which had been drafted by the former Chairman and the then Town Mayor (copies circulated with the Agenda), was considered and amended. In the course of doing this, the Working Party made provisional allocations of responsibilities for action and for funding. At this stage, no costs were discussed, but the Working Party took the view that no guest should be asked to pay for any function at which an entrance fee or the like would be exigible by the promoter. RESOLVED that the following matters be further investigated:-

<u>Activity</u>	<u>Action by</u>
(a) Amount of flat, obstruction-free space for the Flag wavers	NTTA (MW-S)
(b) Transcripts of speeches at ceremonies	NTTA (WJT)
(c) Availability of Corn Exchange and Ufton Court on Saturday & Sunday (25 and 26 May)	TC
(d) Whereabouts of flags	NTTA (WJT)
(e) Comparative costs of the Corn Exchange and a Marquee	TC

RECOMMENDED that the amended provisional Programme, copy attached to these Minutes, be approved as basis for further investigation by the Working Party.

(b) The Theme of the weekend and subject for discussion on the Saturday morning: The Chairman explained that the Twinning ceremony with Feltre should be eligible for a subvention from the EC towards the travelling expenses of the Feltre party, and of the guests from towns twinned with Newbury. It was also essential that the weekend had a coherent theme for the discussion on the Saturday. RESOLVED that the Committee consider the subject.

6. **Incidental Tasks :** Several of these had been subsumed in matters discussed under item 5(a) above. At this stage, the Working Party decided to deal with some of those which would involve expenditure, so that provision could be made in the Budget. It was RESOLVED with regard to -

(a) **Badges:** A badge for each guest and for each host be provided with a stripe in the colours of that country's national flag. Care would be needed to avoid confusion where colours for different countries were the same *viz* Belgium / Germany, Italy / Hungary, and France / UK. The form of the badge would enable the name card to be slid into the front, with a secured rear safety pin.

(b) **Folders:** The Chairman produced some specimens of those handed out at other Reunions. In 1995, Newbury District Council had donated its remaining stock of folders made for the Berkshire in Europe Week. A simple design, which could be used by guests for other purposes was favoured. The Town Council is producing new photographs of the Town, so one could be selected for the cover. Local firms, such as Vodafone and Bayer could be approached for sponsorship of these

(c) **Small mementoes:** Of those considered, inscribed ball-point pens were favoured.

(d) **Banner across Northbrook Street:** The Chairman and Mrs Lewis would investigate the various aspects of this.

7. **Co-option of additional members :** RESOLVED no action *pro tem*.

8. **Matters for future meetings :**

- (a) The form of the Eeklo celebration ceremony;
- (b) The form of the Feltre twinning ceremony;
- (c) Official Gifts - Towns twinned with Newbury;
- (d) Official Gifts - Carcaixent, Kiskunfélegyháza, and Rohrmoos-Untertal if attending
- (e) Publicity
- (f) Catering

9. **Location and dates of meetings:** The Chairman thanked the President for making the room available for this meeting, which the Working Party would be pleased to use if available and large enough for the numbers from time to time involved. RESOLVED that the next meeting be held in the Mayor's Parlour at 1900 on Thursday 26 July 2001.

The meeting closed at 2055.